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DIR-1321

10 JAN 1975

MEMORANDUM FOR: Secretary to the CIA Management Committee
VIA : Deputy Director for Administration
FROM : Director of Training
SUBJECT : Brookings Conferences for Business Executives

1. Action Requested: This memorandum requests that the Committee review Agency participation in the Brookings Conferences for Business Executives on Federal Government Operations, particularly with respect to the format and content of these programs. Designation of additional senior Agency officers to share the job of host and briefer at these sessions is also requested.

2. Background: The Brookings Institution's annual series of Conferences for Business Executives on Federal Government Operations was begun in the fall of 1962. The Agency has participated in the conferences on a regular basis since early 1967 with the now familiar lunch and briefing on the Agency. There are usually 10 conferences scheduled annually, one or two in late fall and the remainder in the first half of the following year, with from 30 to 35 conferees and one or two Brookings staff attending each time. In recent years CIA has also taken part in Brookings' orientation programs for Faculty Members of Collegiate Schools of Business and Administration and the business members of the President's Executive Interchange Program.

3. The format for the visit is essentially the same as when presided over by the Director two years ago: a noon-time lunch in the Executive Dining Room with the

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briefers as host and the panel members and several other officers acting as co-hosts. After lunch the group moves to the Director's Conference Room for a briefing of 35 to 40 minutes on "Intelligence and National Security," followed by a question and answer period of about one hour in which the briefer is assisted by a panel of senior officers representing the directorates.

4. With minor adjustments the content of the briefing has remained much the same and the same two functional charts are being used. Since 1973 the DDS&T and the DDI have acted as host and briefer on an alternating basis, with the ADDI substituting on two occasions.

5. Staff Position: The Agency is committed to Brookings to participate in the conferences through June of this year. The Director has always expressed his strong support and personal interest in CIA's participating in the Brookings Conferences. The Brookings Institution, on its part, considers the Agency's contribution to the program to be a vital one and schedules the visit to the Agency on Friday as the concluding event of the week's program. The Brookings staff is highly satisfied with the present format and briefing and the visit to the Agency is usually rated as the highpoint of the week by the business executives.

6. Recommendations: I recommend that the Committee review the Agency's participation and input to the Brookings Conferences for Business Executives as discussed above and either reconfirm present procedures or provide new guidance to the Office of Training. I also request that additional senior officers be designated to share the host and briefer assignment, which in the past has been handled only by the DDS&T, DDI and ADDI.

STATINTL

Alfonso Rodriguez
Director of Training

Atts: Briefing charts

Distribution:

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